



NATIONAL LOCAL TECHNICAL ASSISTANCE PROGRAM ASSOCIATION

NLTAPA Executive Committee

March 25, 2014

Conference Call Minutes

Roll Call: Renée Railsback, President, Valerie Pitts, President-Elect, John Velat, Vice President, Rusty Lee, Byron Bluehorse, Denise Brown, Matthew Enders, Victoria Beale, Treasurer, Cameron Ishaq, Jeff Zaharewicz, Susan Monahan

Minutes: Rusty moved to accept the February minutes as presented, Denise seconded; motion carried.

Treasurer's Report – Victoria Beale gave the report and it was approved.

Officer's Reports – Renée reported that Richard Rolland is retiring as of March 31st. The website review from Lisa Harris, region reps should be checking their pages and Renée added the officer nomination form and award nomination form.

A discussion on the acceptance of documents by the Executive Committee and decided that documents guiding the operations should be majority vote by the EC, unless otherwise specified in the bylaws as requiring a vote by the membership. This will be added to the bylaws.

The operations manual will be finalized at the NACE conference.

Reauthorization funding support – how do we go about working with our partners on reauthorization and how it's worded and what process can we use. Rusty suggested that we ask that our partners continue to support the LTAP/TTAP programs with generic language. Renee would like to specify the agency that it would come through to and Jeff agreed that you could use the terms training and education. John suggested that we could use our numbers in satisfying that justification of an increase.

FHWA TPP Update – Jeff reported that the final 2014 allocation was sent to the divisions this past week. Center directors should've been copied if not, send Jeff an email and he will work on that. Next week they will be meeting with APWA and NACE to talk about the program and Jeff is sure that reauthorization will be included in the conversation. Mike and Jeff will be attending NACE next month. The membership for APWA is due the first of June and Jeff will be sending out an email to collect those names.

Transitions - Hawaii DOT is opting to take the LTAP back it is indeterminate if this is long term or short term. Vermont VTRANS plan to move the LTAP back within DOT. This is an unprecedented situation where it is going through the general assembly to state where the center is held.

Conversations are still on going and this is not a done deal yet. Georgia - Kevin Perry is no longer

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there and Rick Smith is retiring, no one has been identified as the director as of yet. Jeff is looking forward to knowing newer directors at the region meetings.

SPC last week – The meeting was a success, great conversations. Cameron, a lot to gather – putting the outcomes document together and it goes to the SPC for review and then back out for review. There were recommendations to the reporting tool, moving, readjusting and providing better definitions.

Clearinghouse – Susan videos from the conference have been approved and working on getting them posted on ltap.org

Conference Planning Update – working on gathering session descriptions and speaker lists. Most logistical issues have been taken care of.

Training Resources – Erin McCristensen, SC attended the TC3 (TCCC) meeting, Matthew has compiled a template for the timeline for the TC3. Finalizing 3 dates for train the trainer courses

Partnerships – John Velat is working with the unofficial liaison to AASHTO, going over the current agreement and what would go into the new agreement. He doesn't think that there would be a problem working with them

APWA safety – move those cooperation into the partnerships workgroup instead of into the joint programs.

Piecing together who is on all the committees and who's active and through those groups who would make great liaisons.

Joint Professional Development – Rusty, the documents they have been working on are circulating through the group hoping to get them in front of the EC in April. One nomination for award and has been returned for more information. The preconference session on Monday is being planned and will have great value for the centers.

Joint Safety – Matthew reported that they are arranging speakers for national conference. He wanted to thank Susan for helping get the announcement out if anyone wants to sign up if they are interested in information in webinars etc. Cameron added that they are rescheduling the safety seminar room and are getting the topic and speakers lined up. Completed a number of our tasks and now working on region meeting and conference what else comes in to play.

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